



Agenda Item No. 4.1.d  
For Agenda of Aug. 28, 2007

**TIGARD CITY COUNCIL/CITY CENTER  
DEVELOPMENT AGENCY**  
**Meeting Minutes**  
**July 10, 2007**

Mayor Dirksen called the meeting to order at 6:32 p.m.

Roll Call:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Dirksen	✓	
Councilor Buehner	✓	
Councilor Sherwood	✓	
Councilor Wilson	✓	
Councilor Woodruff	✓	

• **STUDY SESSION**

- > Council Discussion Regarding Changes to the Council Groundrules – Administration Department

Council reviewed City Manager Prosser's suggestions for changes; a copy of these suggestions are on file in the City Recorder's office. Council members concurred with the suggestions, which will be submitted for Council approval on the July 24, 2007, Consent Agenda.

- > Port Moody, Canada Trip

Senior Planner Nachbar reviewed travel plans, the agenda, and the list of attendees for the trip to Port Moody scheduled for July 26 and 27, 2007. Port Moody is a successful planned community and this model might have some elements that could work well in the Tigard Downtown Urban Renewal District.

- > Administrative Items
  - Team Building Meeting

After brief discussion, City Council members concurred to postpone this meeting until November or December.

- Special Meeting on July 17 with Lake Oswego Council and Intergovernmental Water Board; 6 p.m. dinner and 7 p.m. meeting.

Mayor Dirksen noted that it is likely that a work group will be formed to review a potential partnership between Lake Oswego and Tigard. He said the Council members should be thinking about who could represent Tigard on the workgroup. City Manager Prosser advised that the consultant reviewed information with the Lake Oswego Council at its July 9, 2007, meeting. Feedback from the Lake Oswego Council appeared to be favorable with regard to continuing to explore the possibility of a partnership. Councilor Woodruff and Councilor Buehner were suggested as two possible representatives. Public Works Director Koellermeier would be the staff member assigned to this work group.

- Mayor's Design Institute – University of Washington. Mayor Dirksen is unable to attend this function to be held July 19-21. After discussion Councilor Buehner advised she would attend if the invitation can be extended to someone other than the Mayor.

- Council Calendar: was reviewed:

#### **July**

*17	Tuesday	Tigard City Council Special Meeting – 6 pm dinner; 7 pm meeting, City Hall
*24	Tuesday	Tigard City Council Business Meeting – 6:30 pm, City Hall
26-27	Thurs-Friday	Port Moody Trip, Vancouver BC – Departure 8:30 a.m. on 7/26 at Tigard City Hall
31	Tuesday	5 <sup>th</sup> Tuesday Council Meeting – Cancelled

#### **August**

*14	Tuesday	Tigard City Council Business Meeting – 6:30 pm, City Hall
*21	Tuesday	Tigard City Council Workshop Meeting – 6:30 pm, City Hall
*28	Tuesday	Tigard City Council Business Meeting – 6:30 pm, City Hall

\*Regular Council meetings.

Study Session concluded at 7:16 p.m.

## 1. BUSINESS MEETING

1.1 Mayor Dirksen called the meeting to order at 7:33 p.m.

1.2 Roll Call:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Mayor Dirksen	✓	
Councilor Buehner	✓	
Councilor Sherwood	✓	
Councilor Wilson	✓	
Councilor Woodruff	✓	

1.3 Pledge of Allegiance

1.4 Council Communications & Liaison Reports

Mayor Dirksen reported he met on July 10, 2007, with members of the Washington County Coordinating Committee. Potential future funding for road improvement projects was discussed. He said he has some data that he will give to staff to distribute to the City Council instead of talking about it tonight. This is moving forward with a two-tiered approach including a Major Streets Transportation Improvement Plan (MSTIP) and maintaining the County Traffic Impact Fee. Municipalities will be encouraged to enact their own traffic System Development Charge to deal with local issues. Mayor Dirksen asked that, once the City Councilors have read the information, they give him some feedback as he continues the discussion with the rest of the Committee.

1.5 Call to Council and Staff for Non-Agenda Items: None.

## 2. CITIZEN COMMUNICATION

- Mark Poling, 8525 SW Cedarcrest, Tigard, OR 97223 representing the American Legion said in March 2006 the City Council, the Tigard Chamber of Commerce, and the American Legion Post in Tigard, adopted the 41<sup>st</sup> Brigade Combat Team, headquartered in Tigard as they left for Afghanistan. In the one-year-plus that they were gone, the American Legion raised funds and sponsored other activities to support those in the military and their families. The 41<sup>st</sup> Brigade has now returned. The American Legion has arranged an August 4 "Home-Again Parade," which is growing into a significant event. A large number of people and businesses are helping with this event. The one piece remaining is the insurance. Mr. Poling asked if the City could assist with insurance.

After discussion, Mr. Poling was directed to contact Tigard Risk Manager Mills. Mike Marr, who is one of the organizers of the 4<sup>th</sup> of July event, would be another resource to determine where insurance could be purchased for this type of event. If feasible, the City Council could consider whether to finance the cost of the insurance at its July 24, 2007, City Council meeting.

Mr. Dale Potts supplied more details about this event. A copy of this information is on file in the City Recorder's office.

- Follow-up to Previous Citizen Communication

City Manager Prosser noted on June 26, 2007, John Frewing had asked for review of some issues with the Ash Creek Estates Development. City Manager Prosser advised staff responded to Mr. Frewing.

3. CONSENT AGENDA:

Mayor Dirksen reviewed the Consent Agenda:

- 3.1 Approve Council Minutes for May 8 and 15, 2007
- 3.2 Receive and File:
  - a. Council Calendar
  - b. Tentative Agenda
- 3.3 Approver Workers' Compensation Insurance for Volunteers through City County Insurance Services – Resolution No. 07-44
- 3.4 Approve Application for 2007 Homeland Security Grant

Motion by Councilor Sherwood, seconded by Councilor Woodruff, to approve the Consent Agenda.

The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
Councilor Wilson	Yes
Councilor Woodruff	Yes

4. OVERVIEW OF METRO'S DRIVE LESS/SAVE MORE CAMPAIGN IN TIGARD

- a. Metro Regional Transportation Options Manager Pam Peck presented information. The PowerPoint presentation overview is on file in the City

Recorder's office. The mission is to reduce single-person car trips to minimize the need to increase road and other infrastructure capacity.

5. REVIEW FINAL CITY OF TIGARD PROJECT LIST FOR METRO'S REGIONAL TRANSPORTATION PLAN (RTP) UPDATE

- a. City Engineer Duenas presented the staff report. The PowerPoint presentation overview is on file in the City Recorder's office.

The current RTP was adopted in 2004. This update extends the planning horizon through 2035. The updated RTP must be submitted to the federal government in March 2008. The City's project list was incorporated into the Washington County master list. City Engineer Duenas reviewed the process to date. A draft list of projects was reviewed and approved on May 15, 2007. The Council was asked to approve the final list as presented.

- b. Council Discussion

Councilor Wilson commented that it seems as if 30+ years is a long time-frame and expressed doubt that it would be worthwhile to attempt to project needs that far out. There was discussion on what was driving the timeline: The State of Oregon will also need to submit information to this process. Mayor Dirksen noted this is not a final list insofar as projects will be updated over the next few years.

Councilor Wilson expressed concern whether Highway 99W was represented well enough on the project list. There was additional discussion on this process including the coordination with Washington County who will submit projects on behalf of jurisdictions in this county to be evaluated by Metro. City Engineer Duenas said he believed there will be opportunity to add projects. The State still needs to submit its projects and City Engineer Duenas reminded City Council that 99W is a State highway.

There was lengthy discussion regarding concerns about what will happen to the project lists during the Metro review based on past experience as to what projects get funding. Mayor Dirksen commented that the project list now before the City Council is the same list it has reviewed on several other occasions. Community Development Director Coffee reminded the Council that Tigard recently received \$2.5 million from Metro for "green streets" for Main Street. Like all long-term planning processes they are essentially an exercise. The federal government is looking for a list that says what the Portland Metro region can reasonably expect to pay for over the next 35 years. The federal government uses this kind of information to allocate money to the different regions. As soon as we get projects for 99W that we can describe and

cost out, we will add that to our annual Community Investment Program and update our Transportation System Plan so we need to keep telling those in charge of funding about what we require.

Councilor Woodruff said even though Council members might have some skepticism about the final outcome, we need to do everything we can to keep all options open for the most amount of money available. Selecting priorities is always a challenge. Even if only a portion of the money is allocated to Tigard, it will be helpful.

Mayor Dirksen supported remaining involved. City Engineer Duenas commented on projects that seem to do well with getting funding; for example, modernization projects appear not to be the focus and projects that are multi-modal are more likely to get funded. Mayor Dirksen commented that the federal government was critical of Metro's last list of project because upgrades to roads were not listed. He said there may be more incentive this time around to include those kinds of projects.

c. Council consideration:

Motion by Councilor Buehner, seconded by Councilor Woodruff, to approve the list as submitted by City Engineer Duenas.

Discussion on the motion followed:

Mayor Dirksen advised he would be in favor of approving this list, which is basically the list approved by the Council previously. The list now represents a reshuffling of priorities to show projects on the list that meet the 200 percent level. He said he will agree to approve the list with the caveat that as we move forward with the review of 99W and those projects solidify, we quickly get those into the pipeline as soon as we are allowed.

Councilor Sherwood asked if staff could meet with the State to get 99W on the State plan. Mayor Dirksen and Councilor Sherwood said we need to keep pressuring regarding the 99W project. City Engineer Duenas, in response to a comment from Councilor Wilson, noted that an Oregon Department of Transportation (ODOT) representative said the City would need to make a good case if asking for funding of streets that are off of the State system but help their system perform better.

City Engineer Duenas said he thinks the 99W study will help although we will probably have to do additional work once we come up with specific projects. Mayor Dirksen pointed out that ODOT is involved in the 99W study and it might be found that the best way to help 99W is by finding other ways to pull

traffic off 99W. He thought ODOT might be more supportive for these types of off-system improvements.

Council vote on the motion:

The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
Councilor Wilson	Yes
Councilor Woodruff	Yes

### ***Recess City Council Meeting (8:30 p.m.)***

- > Motion by Councilor Sherwood, seconded by Councilor Buehner, to recess the City Council meeting.

The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
Councilor Wilson	Yes
Councilor Woodruff	Yes

### ***Convene City Center Development Agency (CCDA) Meeting***

- City Center Development Agency Chair Dirksen called the meeting to order at 8:31 p.m.
- Roll Call: Chair and Board Members of CCDA Present:
  - Chair Dirksen
  - Director Buehner
  - Director Sherwood
  - Director Wilson
  - Director Woodruff

Chair and Commissioners of CCAC

- Chair Switzer
- Vice Chair Craghead
- Commissioner Barkley
- Commissioner Gallagher
- Commissioner Potthoff

6. JOINT MEETING OF CITY CENTER DEVELOPMENT AGENCY (CCDA) AND THE CITY CENTER ADVISORY COMMISSION (CCAC) FOR DISCUSSION WITH CONSULTANT REGARDING THE DOWNTOWN REAL ESTATE DEVELOPMENT STRATEGY

- a. Associate Planner Farrelly introduced this item to review the Downtown Real Estate Development Strategy. The City hired the Leland Consulting Group, a Real Estate Development and Economics Consultant, to provide their professional, unbiased opinion on the redevelopment potential of the downtown urban renewal district. Associate Planner Farrelly introduced Chris Zahas and Tina Mosca from the Leland Consulting Group to present some of their initial findings.

Mr. Zahas presented the Downtown Tigard Revitalization Strategy Report. The PowerPoint presentation overview is on file in the City Recorder's office.

- b. CCDA/CCAC Discussion highlights:

CCAC Chair Switzer:

- Don't lose sight of the area north of 99W, which could be treated as an "economic engine." While Main Street is the heart of the downtown, it might be easy to lose track of the fringe areas including the area north of 99W.
- It is important not to sink all of the public projects into areas immediately on or adjacent to 99W. Consider short-term and long-term "jump-start" redevelopment projects in other areas in the urban renewal district.
- Concern that the Report might be too prescriptive identifying specific businesses. National chain businesses might not necessarily be what are wanted; rather, are we looking for local ownership to add to the character of the downtown.
- Might be critical to consider land assembly. Now, there are many small parcels, which would make it impossible to implement the downtown plan.
- Do not ignore the opportunity to tie in new development with transit facilities; commuter rail and the bus system.
- Consider creating an Economic Development position in the City of Tigard. There has been discussion among the City Center Advisory Commission members about the value of having this type of position to recruit new businesses and retain the current businesses. This would help toward establishing the Tigard area as a business friendly community. Part of this position might be funded through the urban renewal district.



CCDA Director Buehner:

- Discussed situations where businesses might feel pushed out yet have no intention of moving from the downtown area in the foreseeable future. Mr. Zahas acknowledged this could be an issue and noted one strategy for mitigating this circumstance would be to identify areas where companies could relocate. However, there still might be resistance if the business owner decides that the downtown area works well for them and they do not want to move because no other area would meet their needs in a similar fashion. There is a considerable amount of light industrial in the downtown that does not fit into the Plan for the long term. Efforts must be made to try to determine whether there are other areas in Tigard that could accommodate these businesses. The decision must be made whether the City would have a role in identifying other properties. If some of these uses, for one reason or another, opt to stay, then this must be worked around. Situations will need to be resolved on a case-by-case basis and it is difficult to be too general; however, as an overall strategy, it is important to have good, frequent, open and direct communication with the businesses to gain their trust as a potential partner as they decide whether to stay or relocate.

CCAC Commissioner Potthoff

- Would it be valuable to include a series of “big ideas?” We have an opportunity in this community with commuter rail and with over 40 percent of the population new to the area in the last ten years in that real change is going on.
- Gave an example of a “big idea”: Pursue something such as the National Energy Efficiency Development Institute (NEEDI) for alternative energy research. This is a research institute of higher education that could possibly be funded through a consortium of energy companies, public foundations, or private money.

Consultant Zahas:

- Agreed with “big idea” tact noting some “big ideas” that are embedded in the Plan; i.e., performing art center and urban creek.
- Referred to the concept of “champions” (leaders) noting that every big idea needs champions within the community and business world to make them happen.

Councilor Wilson:

- Acknowledged the process of evolution for major changes to take place, but then there seems to be a time when things start to happen very quickly. He cited as examples the Pearl District and the area along North Macadam in Portland where underutilized areas were redeveloped

seemingly very quickly once the redevelopment started. What does it take for something like these developments to occur; i.e. how would the Portland/Metro area stack up in terms of its appeal for investors.

- Tigard area should be attractive because of demographics surrounding it: transportation links, Kruse Way, Washington Square, and visibility from Highway 217.
- Is there a possibility of going for a “home run” if it is found there is a pent-up demand in this area?

Consultant Zahas:

- Referred to the Highway 99W/Hall Intersection noting some areas are tailored more for smaller infill-development types of development where areas along Highway 99W could facilitate larger shopping centers. He asked for discussion on types of uses:
  1. Are larger developments wanted, or
  2. Are infill-development types wanted across the board?
- Look at the context and the parcels of land for development opportunities. Consider ownership: private or public. Where should the catalyst projects go; what kinds of uses do you envision.

Discussion continued regarding redevelopment and the types of projects suitable for different areas. Councilor Wilson referred to Russ Chevrolet, which he understands has been looking for another site. Perhaps, this business might be more suited for land that PacTrust has been looking to develop. The current Russ Chevrolet site might be a good place for “signature retail” (a catalyst).

During the discussion that followed, some of the key areas of interest indicated were:

- Higher-end high density residential.
- Rental units.
- Land assembly will be one of the first hurdles.
- Developers are now looking to develop property that was previously considered as secondary, smaller sites.
- Trends are favorable for housing, especially apartments.
- Could larger chain businesses serve as an anchor for smaller businesses?

There was discussion and clarification that no one was advocating something such as a Wal-Mart at the Highway 99W/Hall intersection. What was envisioned was a big project such as a large hotel that would introduce people to the downtown. Consultant Zahas said a public plaza could be a catalyzing project as another example. Additional discussion

included what the market conditions might foster; i.e., rental housing and owner-occupied housing.

- Discussion about what is meant by urban density. Some areas might be conducive to several stories of commercial/residential, while others would remain at one or two stories (Main Street).
- Discussed the upcoming trip to Port Moody which offers an example of a community with multiple centers with specific roles.
- Discussed importance of infrastructure including transportation and design of items such as streetlights.
- Discussed the performing arts idea more. To draw from the region appropriate facilities are needed including businesses that would support the center (i.e., restaurants). Talked about creating an environment so opportunities could present themselves.
- Talked about the proximity of Broadway Rose and the Ballroom Dance Company, which might represent opportunities.
- Essential to develop a relocation assistance plan.
- Consider assistance plans for individuals who want to restore an existing building.
- Encouraged all present to attend the Port Moody visit if possible.

### ***City Center Development Agency (CCDA) Meeting Adjourned at 9:49 p.m.***

Motion by Director Sherwood, seconded by Director Buehner, to adjourn the City Center Development Agency meeting.

The motion was approved by a unanimous vote of City Center Development Agency members present.

Chair Dirksen	Yes
Director Buehner	Yes
Director Sherwood	Yes
Director Wilson	Yes
Director Woodruff	Yes

### ***City Council Meeting reconvened at 9:50 p.m.***

Councilor Wilson left the Council bench and did not participate in the discussion for Agenda Item No. 7.

7. CONTINUE DISCUSSION FROM THE JUNE 26, 2007, CITY COUNCIL MEETING REGARDING SETTING DATE FOR CITY COUNCILOR ELECTION

- a. A copy of the staff report for this item is on file in the City Recorder's office. Two options were offered to the City Council regarding setting a filing deadline date for the election for a City Councilor on November 6, 2007.
- b. Councilor Woodruff noted his support for Option 1, which would be to retain the filing deadline of July 9, 2007.
- c. Council Consideration:

Motion by Councilor Woodruff, seconded by Councilor Sherwood, to adopt Resolution No. 07-45, Option 1.

RESOLUTION NO. 07-45 - A RESOLUTION CALLING FOR A SPECIAL ELECTION ON NOVEMBER 6, 2007, FOR THE ELECTION OF A CANDIDATE TO THE OFFICE OF TIGARD CITY COUNCILOR TO SERVE FOR A ONE-YEAR TERM: JANUARY 1, TO DECEMBER 31, 2008.

The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
*Councilor Wilson	Yes
Councilor Woodruff	Yes

\*Correction to Minutes on August 28, 2007: Councilor Wilson did not vote on this item.

# 8. ADJOURNMENT: 9:53 p.m.

Motion by Councilor Woodruff, seconded by Councilor Sherwood, to adjourn meeting.

The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
Councilor Wilson	Yes
Councilor Woodruff	Yes

\_\_\_\_\_  
Catherine Wheatley, City Recorder

Attest:

\_\_\_\_\_  
Mayor, City of Tigard

Date: \_\_\_\_\_

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The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
Councilor Wilson	Yes
Councilor Woodruff	Yes

8. ADJOURNMENT: 9:53 p.m.

Motion by Councilor Woodruff, seconded by Councilor Sherwood, to adjourn meeting.

The motion was approved by a unanimous vote of Council present.

Mayor Dirksen	Yes
Councilor Buehner	Yes
Councilor Sherwood	Yes
Councilor Wilson	Yes
Councilor Woodruff	Yes

Catherine Wheatley  
Catherine Wheatley, City Recorder

Attest:

C. H. H.  
Mayor, City of Tigard

Date: 8.28.07